



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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October 19, 2001

TO: Agency Budget Officers

FROM: Candace Espeseth, Assistant Director
Budget Division

SUBJECT: REPORT ON SAVINGS INCENTIVE ACCOUNT EXPENDITURES IN FISCAL YEAR 2001

The Savings Incentive Account (SIA) was created in 1997 to encourage efficient use of state funds by allowing agencies to use a portion of each fiscal year's unspent General Fund (GF-S) appropriation to improve services to their customers. The Office of Financial Management (OFM) is required to prepare an annual report to the Legislature regarding agencies use of the Savings Incentive Account allocations. As we do each year, we are asking your assistance in preparing this report. If your agency spent Savings Incentive allocations in Fiscal Year 2001, or if you had General Fund-State appropriations, please respond to this request for information.

This report identifies how Savings Incentive Account funds were spent, and how the implementation of the Savings Incentive Program affected year-end spending patterns. Because accounting data does not provide sufficient detail on the exact nature of SIA expenditures, we need agency assistance for this portion of the report.

Included with this email message is a Word file that shows the dollar amount that was spent by your agency in Fiscal Year 2001 as of OFM Phase 3 accounting close, and a SIA form in Word for you to complete that will provide the information we need for the annual report. With your information, we will compile a statewide report that responds to the statutory requirements of Chapter 261, Laws of 1997.

For agencies* that have spent Savings Incentive Account funds in Fiscal Year 2001:

Please complete the entire form and email the completed word processing document to Linda Swanson at linda.swanson@ofm.wa.gov by Friday, November 2, 2001. Although we would prefer this information be returned in file form (either Word or WordPerfect), you can transmit a paper document if that is the most practical option you have. Please contact Jackie Lew at 902-0553 if you have difficulty accessing any files.

For all other agencies that received General Fund-State appropriations in Fiscal Year 2001:**

Please use the same form and transmittal method as described above, but respond only to the last question concerning any changes in your end-of-fiscal period spending patterns.

*Agencies that spent SIA in FY 2001: House of Representatives, Senate, Joint Legislative Audit and Review Committee, Court of Appeals, Office of the Governor, Office of Lieutenant Governor, Secretary of State, Commission on Asian Pacific American Affairs, Office of Financial Management, Department of Labor and Industries, Department of Licensing, Military Department, Public Employment Relations Commission, Department of Social and Health Services, Department of Health, Department of Veterans Affairs, State School for the Blind, Washington State University, Arts Commission, Washington State Historical Society, Columbia River Gorge Commission, Department of Ecology, Environment Hearings Office, Department of Agriculture, Employment Security Department, and Community and Technical College System.

** All other agencies that received General Fund-State appropriations in FY 2001: Legislative Evaluation and Accountability Program Committee, Statute Law Committee, Supreme Court, State Law Library, Commission on Judicial Conduct, Public Disclosure Commission, Governor's Office of Indian Affairs, State Auditor, Commission on Salaries for Elected Officials, Attorney General, Caseload Forecast Council, Community, Trade and Economic Development, Economic and Revenue Forecast Council, Commission on Hispanic Affairs, Commission on African-American Affairs, Human Right Commission, Department of Revenue, Board of Tax Appeals, Washing State Patrol, Indeterminate Sentence Review Board, Department of Corrections, Services for the Blind, Sentencing Guidelines Commission, Higher Education Coordinating Board, Superintendent of Public Instruction, State School for the Deaf, Workforce Training and Education Coordinating Board, University of Washington, Western Washington University, State Library, Eastern Washington Historical Society, State Parks and Recreation Commission, State Conservation Commission, Growth Management Hearings Board, Fish and Wildlife, and Department of Natural Resources.